APPROVED

KTEC Schools of Innovation

Minutes

August 2025 Virtual Meeting

Date and Time
Monday August 11, 2025 at 5:30 PM

Location
Virtual - Please contact Chair Fegley, paul.fegley@ktecschools.org for meeting link

Directors Present
K. Harmeyer (remote), L. Svatek (remote), P. Fegley (remote)

Directors Absent
A. Andersson, L. Marshall

Ex Officio Members Present
A. Andersson (remote)

Guests Present
H. DeLuca (remote), K. Feuker (remote)

I. Opening Items

A. **Record Attendance**

B. **Call the Meeting to Order**

P. Fegley called a meeting of the board of directors of KTEC Schools of Innovation to order on Monday Aug 11, 2025 at 5:35 PM.

C. Approve Minutes from 6/16/25, 7/7/25, and 7/28/25

L. Svatek made a motion to approve the minutes from July 2025 on 07-28-25.
K. Harmeyer seconded the motion.
The board **VOTED** unanimously to approve the motion.
L. Svatek made a motion to approve the minutes from July 2025 Board Meeting on 07-07-25.
K. Harmeyer seconded the motion.
The board **VOTED** unanimously to approve the motion.
L. Svatek made a motion to approve the minutes from Special Meeting June 16,2024 on 06-16-25.
K. Harmeyer seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Staffing

A. Hiring Update

Music position is still open. Kindergarten and Middle School are hot spots for student needs.

III. Academic Excellence

A. Charter Renewal

11/3/25 charter application is due. Jan-Mar will be a site visit. There will be a decision on approval within 30 days of site visit.

B. Handbooks

No major updates. Typically just date updates and changing "high school" to school. Head Rush will be used for middle and high school; Skyward will be used for 4k - 5th. Items highlighted in yellow are specific to high school and will be moved to a section for high school topics. Driving/parking section will become its own document. Adding wording to driving/parking related to reckless driving on church property will result in a call from the church to the police.
K. Harmeyer made a motion to approve the changes to the student and staff handbooks as presented.
L. Svatek seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Facility

A.

New Building update

Expect mid-September close. Permits and DNR requirements are filed. Estimate completion of building in mid-May.

V. Finance

A. Enrollment

There are about 320 students registered in Skyward with pre k registered as 0.6 of a student. We expect to be close to the 353 goal. We still have spots in 4k, 3, 5 and high school. Open house was very busy (again).

B. Budget

Payment letter received with amount of $12,369 per student.

C. Bond Investment

First Tryon can manage the bond funds during construction so we can earn money on the $11m during construction. It will be invested in a secured investment with a guaranteed return. First Tryon's proposal is to manage for 12 months for free.
K. Harmeyer made a motion to accept First Tryon's offer to manage the bond funds for free for up to 12 months.
L. Svatek seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Fee Processing

Rev Track (Vanco) could be used for credit card processing vs our current use of Square. Rev Track's fee is $359 per year. It would be used to process payments for lunches, field trips, banquets, etc. The processing fee is about 1% higher than Square but it would eliminate the need for Lily (staff) to process the payments. Families could process the payment through Skyward and the fees can be passed along to the payer.
K. Harmeyer made a motion to use Rev Track (Vanco) for credit card processing, involving an annual fee of $359.
L. Svatek seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Governance

A. Board Goals / Structure

B. Policy Updates

K. Harmeyer made a motion to approve policies as presented.
L. Svatek seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Closed Session

A. Closed Session

K. Harmeyer made a motion to move to closed session.
L. Svatek seconded the motion.
The board **VOTED** unanimously to approve the motion.
K. Harmeyer made a motion to move to open session.
L. Svatek seconded the motion.
The board **VOTED** unanimously to approve the motion.

VIII. Open Session

A. Open Session

K. Harmeyer made a motion to deny conditional enrollment request.
L. Svatek seconded the motion.
The board **VOTED** unanimously to approve the motion.

IX. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:23 PM.

Respectfully Submitted,
L. Svatek